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Continuation Schools

AND

Fifth Classes.

AMENDED ACTS

AND

REVISED REGULATIONS

JUNE, 1908.

Circular No. 37.
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CONTINUATION SCHOOLS AND FIFTH CLASSES.

JUNE, 1908.

Since the introduction of Continuation Classes, both the Statute and the Regulations governing their establishment and their maintenance have been changed from time to time. Following are the sections of the Public and the Separate Schools Act pertaining to these schools, with the amendments up to date incorporated therein; also the revision of the Regulations of 1907 which has been necessitated by the action of the Legislature at its recent Session when the so-called Continuation Classes were re-organized as Continuation Schools and Fifth Classes:

Amended Public Schools Act.

Section 8.—(1) Subject to the regulations of the Department of Education, the school corporation of any municipality or school section in which there is no high school shall have power to establish and maintain in connection with the public school over which it has jurisdiction, courses of study in addition to and in connection with the courses already provided for the fifth form of public schools. The classes established under such courses shall be known as Continuation Schools.

(2) The trustees of any number of public schools, or any number of public and separate schools, not situated in a high school district as defined by *The High Schools Act*, may, by mutual agreement, determine that such continuation schools shall be conducted in one of such schools for the benefit of the pupils of all of them, and in such cases the trustees of each of the said schools shall have power to provide, by additional or increased rates to be levied upon the same property upon which the other school rates are levied, for the establishment and maintenance of such continuation schools. The

said agreement shall specify the proportion of the cost of establishment and maintenance to be paid by the trustees of each of said schools, or shall provide for the settlement of the same by arbitration or by such other method as they deem expedient.

(3) Pupils shall be admitted into continuation schools and fifth classes in accordance with the regulations governing the admission of pupils into High Schools, or on the report of the principal approved by the public school inspector of the district.

(4) Non-resident pupils and all other pupils who have completed the course of study prescribed for the fifth form of public schools whether resident or non-resident, may be charged such fees as the trustees may deem expedient.

(5) Any teacher who on the 15th day of April, 1901, holds the position of principal of any school in which a continuation class has been established shall be deemed a qualified teacher of such school, but every teacher appointed principal or assistant after the date when this Act takes effect shall possess the qualifications prescribed by the Regulations of the Department of Education. (Act passed May 14th, 1906.)

(6) The municipal council of the county shall pay for the maintenance of continuation schools and fifth classes a sum equal to the legislative grant appropriated by the Minister of Education for such continuation schools and fifth classes and any further sums the municipal council may deem expedient.

The council of two or more counties united for municipal purposes may apportion the amount to be levied for continuation schools and fifth classes so that each county forming such union shall be liable only for sums payable in respect of continuation schools and fifth classes within such county. Where trustees of different schools situated in more than one of such united counties have joined together under subsection 2 for the conduct of continuation schools and fifth classes, the said council may determine the proportion to be paid by each of such counties in respect of such continuation schools and fifth classes.

(7) Where the Board of Trustees of a union school section establishes continuation schools or fifth classes in their school, or joins with one or more other Boards of Trustees in establishing such schools or fifth classes or hereinbefore provided, the Municipal Council of each municipality having the whole or part of its territory within the union school section shall levy and collect upon the taxable property of such union school section within its jurisdiction, its proper share of the expense of establishing and maintaining the said continuation schools or fifth classes according to the equalized assessment of each portion of the said union school section in the respective municipalities.

Under the following subsection (5), added to section 70, the Continuation Schools in Public Schools are entitled to the township grants for the teachers' salaries:

Section 70, subsection (5). For the purposes of subsections 2, 3 and 4 of this section every continuation school shall be deemed a public school.

See act of 1907.

AMENDED SEPARATE SCHOOLS ACT.

2. Subject to the Regulations of the Department of Education, the Separate School Board of any municipality, section or union section in which there is no high school shall have all the powers, duties and obligations conferred and imposed by *The Public Schools Act* and its amendments upon the public school corporation of any municipality, section, or union section in which there is no high school, respecting the establishment and maintenance of continuation schools and fifth classes.

3. The qualification of teachers of continuation schools and fifth classes in connection with separate schools shall be determined, however, under subsection 5 of section 8 of *The Public Schools Act* as amended by 6 Edw. VII. c. 53, s. 4, as if the date therein mentioned were the 17th day of March, 1902, instead of the 15th day of April, 1901.

4. The county council shall pay for the maintenance of continuation schools and fifth classes in connection with separate schools within the county, a sum equal to the legislative grant appropriated by the Minister of Education for such schools and classes and any further sums the said council may deem expedient.

5. The Department of Education may make provision by Regulation for carrying out the intention of this Act of placing continuation schools and fifth classes in connection with public and separate schools on the same basis, except as herein otherwise provided.

THE REORGANIZATION OF CONTINUATION CLASSES.

The Regulations of 1907 (Circular No. 37) are hereby rescinded.

Under the following regulations, which are substituted therefor, the Continuation Classes, Grade *A*, of 1907, become Continuation Schools; and the Continuation Classes, Grades *B* and *C*, Fifth Classes.

The increase of the Legislative Grant to $45,000, made at the late Session of the Legislature to Continuation Schools and Fifth Classes, has enabled the Minister to deal with them more liberally in the following scheme of distribution than was proposed in Circular No. 37, of 1907. The Grants for the year ending June, 1908, will be made on the new scheme. *Inspectors, in making their reports, will, accordingly, supply any additional particulars needed to enable the Minister to carry out this intention.*

As a condition of the payment of the Legislative Grant in 1908, the Board of Trustees of each Continuation School and Fifth Class shall submit in the case of Continuation Schools, through the Inspector thereof, and, in the case of Fifth Classes, through the Public

or Separate School Inspector, as the case may be, in a form to be provided by the Education Department, a financial statement showing that it has expended on the special equipment the Special Legislative Grant made for the purpose in 1906; and, on the salary of the teacher and the special equipment of the Continuation School or Fifth Class for the academic year ending June 30th, 1908, an amount not less than the Legislative Grant and the County equivalent thereto, made in 1907.

Note.—Boards are reminded that the liberal grants given Continuation Classes during the past two years were intended to assist them not only to pay better salaries but to provide the special equipment, both of which are necessary for effective teaching.

ORGANIZED COUNTIES.

GENERAL REGULATIONS FOR BOTH CONTINUATION SCHOOLS AND FIFTH CLASSES.

I. *County and Legislative Grants.*

1. The yearly apportionment by the Minister of Education of the Legislative Grant to each Continuation School and Fifth Class in the organized counties shall be the total of the sums apportioned on the different bases set forth below in the case of each grade.

Note 1.—If, in 1908, the Legislative Grant is not sufficient for, or if there is a balance over, the apportionment on the bases provided below for each class of school, the Minister may make a *pro rata* adjustment of the total in the case of each class.

Note 2.—The object of the Grants is to assist School Boards to provide an adequate education for the children of the locality, not simply to reduce the local school rates. The Departmental scheme of apportionment helps those that help themselves.

2. (1) All sums received by a Board of Trustees from the Legislature and the County as a Continuation School or Fifth Class grant shall be expended on the salaries and the equipment of said School or Class alone.

(2) On or before July 15th of each year a financial statement shall be submitted through the Inspector concerned, by each Board to the Minister of Education in a form to be provided by the Education

Department, showing the receipts and expenditures on this account, with such additional particulars as the Minister may require.

(3) On or before July 15th of each year, as a condition of the payment of the Legislative Grant, the Inspectors concerned shall certify, in a form to be provided by the Education Department, that, to the best of their knowledge and belief, the provisions of the Regulations have been fully complied with.

Note.—Besides inspecting the time table at each of his visits, the inspector should require the principal to submit to him by the close of the year or on a change in the principalship, a copy thereof with a statement and explanation of any changes therein during the preceding session.

II. *Equipment.*

3. The organization of the Continuation School or the Fifth Class shall be subject to the approval of the Continuation, Separate, or Public School Inspector, as the case may be.

Note.—Before appointing a teacher, Boards of Trustees should consult the Inspector of Continuation, Public, or Separate Schools, as the case may be, in order that all the necessary subjects of study may be adequately provided for.

4. (1) The Equipment for a Continuation School or Fifth Class shall be for the special needs of such school or class and shall be approved from time to time by the Inspector of Continuation, Public, or Separate Schools, as the case may be.

Note.—On application to the Education Department circulars may be obtained containing lists of the necessary equipment.

(2) The date at which the minimum equipment of Continuation Schools or Fifth Classes shall be imperative shall be at the discretion of the Minister of Education on the report of the Inspector of Continuation, Public, or Separate Schools, as the case may be.

(3) From year to year, School Boards shall expend on equipment such further sums as may be required by the Minister of Education on the report of the Inspector of Continuation, Public, or Separate Schools, as the case may be.

Note 1.—Without the special equipment, the teaching cannot be effective, more particularly without a supply of suitable books for the library and of apparatus for simple experiments in the Physics and Chemistry of common life. In rural school sections the course in Elementary Science with its Agricultural applications should be made a prominent one. The work in Art, including the drawing of building and other plans, is also important. *For teachers who are not properly qualified in Art and Science, the Minister provides at the University of Toronto free Summer School classes, beginning in 1908.*

Note 2.—At least one locked press or cabinet should be provided to contain the books and the apparatus. The chemicals

should be kept in a separate press. For the safe-keeping of all the equipment, the Board should hold the principal responsible; and, on a change of principal, it should investigate the condition of the equipment.

Note 3.—The special equipment shall be entered under suitable heads in the catalogue separately from the ordinary equipment, which latter shall not be included in computing the grant for the Continuation School or Fifth Class. The catalogue and the invoices of new equipment shall be inspected at each visit by the Inspector or Inspectors concerned. The invoices shall be kept on file at the school. The various items of the equipment shall also be valued by the Inspectors as often as may be rendered necessary by the condition of said items.

III. *Teacher's Qualification.*

5. A teacher who was qualified for a Continuation School or Fifth Class under the Regulations of 1907, but who does not now hold the qualification under the scheme as herein reorganized, shall remain qualified under the same School Board for the Continuation School or Fifth Class in which he is now teaching.

Note.—When after due advertisement and offering the highest salary it is able to afford, a Board of Trustees is unable to obtain a legally qualified teacher, a temporary certificate, valid for the current half-year, may be granted by the Minister of Education, on the report of the Inspector concerned, to a suitable person, on application of said Board through the Public or the Separate School Inspector. (See Regulation 88, of 1904.)

SPECIAL REGULATIONS FOR CONTINUATION SCHOOLS.

I. *Minimum Requirements.*

6. The course of study for Continuation Schools shall be that prescribed for the Lower and the Middle School of the High Schools, of which the following subjects are obligatory on all pupils:

Geography, Arithmetic and Mensuration, English Grammar, Writing, Reading, English Composition, English Literature, History, Art, and Elementary Science. (See Reg. 14 (2).)

7. The pupils of the Continuation School shall be taught separately from the pupils of the other classes of the Public School.

8. (1) In a Continuation School with one teacher, he shall hold at least a permanent Provincial First Class certificate.

(2) In a Continuation School with two teachers, the Principal shall hold at least a permanent Provincial First Class certificate; and the Assistant, at least an interim Provincial First Class or High School Assistant's certificate.

(3) In a Continuation School with three teachers, the Principal shall hold the qualifications of a Principal of a High School; and each of his staff, the qualifications of an assistant teacher in a High School.

(4) Teachers of Continuation Schools shall be granted permanent certificates under the same Regulations as govern the High Schools. Experience gained in a Continuation School shall not be counted as Public School experience.

9. The class-room accommodations of the Continuation School shall be separate from the Public School, but the building need not be separate.

10. The special equipment shall be of the following minimum values:—

	One or two teachers.	More than two.
Library	$150 00	$300 00
Scientific apparatus	150 00	300 00
Maps, Charts, and Tellurian	25 00	50 00
Drawing Models (including casts), and Art supplies	25 00	50 00

II. *Apportionment of the Legislative Grant.*

11. (1) Continuation Schools in rural Public and Separate Schools shall not share in the General or the Special Legislative Grants to such Public and Separate Schools.

(2) After 1908 Continuation Schools in urban municipalities shall not share in the General or the Special Legislative Grants to urban Public and Separate Schools.

12. The Legislative Grant to Continuation Schools shall be apportioned on the following bases:—

(1) *Fixed Grants.*

(*a*) $100, when at least the equivalent of the time of one teacher, but less than the time of two teachers, is given the work of the Continuation School.

(*b*) $200, when at least the time of two teachers is given, but less than the time of three teachers.

(*c*) $300, when at least the time of three teachers is given.

(2) *On Salaries.*

(*a*) In the case of (*a*) above, twenty-five per cent. of the excess of the Principal's salary over $400.00. Maximum Grant, $150.

(*b*) In the case of (*b*) above, twenty-five per cent. of the excess of the two teachers' salaries over $800. Maximum Grant, $300.

(*c*) In the case of (*c*) above, twenty per cent of the three teachers' salaries over $1,500. Maximum Grant, $350.

(3) *On the Value of the Special Equipment.*

10 per cent. of the approved value, the maximum value recognized being as follows:—

(*a*) Where there are one or two teachers: Library, $300; Scientific apparatus, $300; Maps, Charts, and Tellurian, $50; Drawing Models (including casts) and Art supplies, $50.

(*b*) Where there are three teachers:—Library, $600; Scientific apparatus, $600; Maps, Charts, and Tellurian, $75; Drawing Models (including casts) and Art supplies, $75.

(4) *On the Character of the Accommodations.*

School.	One Teacher.				Two Teachers.				Three Teachers.			
Grade.	I.	II.	III.	IV.	I.	II.	III.	IV.	I.	II.	III.	IV.
	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.
Water supply	1 00	75	50	25	1 50	1 15	75	40	2 00	1 50	1 00	....
Class rooms	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 50
Laboratory	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Blackboards	1 00	75	50	25	1 50	1 15	75	40	2 00	1 50	1 00	50
Cap rooms	1 00	75	50	25	1 50	1 15	75	40	2 00	1 50	1 00	50
Desks	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Laboratory tables	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Lighting	1 00	75	50	25	1 50	1 15	75	40	2 00	1 50	1 00	50
Heating	1 00	75	50	25	1 50	1 15	75	40	2 00	1 50	1 00	50
Ventilation	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
	15 00	11 25	7 50	3 75	22 50	17 00	11 25	5 75	30 00	22 50	15 00	7 50

(5) *On the Grade of the Teacher's Certificate.*

13.—(*a*) $20, where, in addition to a permanent Provincial First Class certificate, the teacher holds a Degree in Arts from a British University.

(*b*) $40, where, in addition to a permanent Provincial First Class certificate, the teacher holds the academic qualification of a High School specialist or a Degree in Arts from a British University with at least Second Class Honours (67 per cent.) in a department recognized by the Minister of Education.

(*c*) When the teacher has taught with the certificate specified in (*a*) or (*b*) above during the preceding year for less than the year but for at least a term, half of the above grant shall be paid in each case.

(*d*) The status and the competency of the teacher shall in each case be attested by the Inspector of Continuation Schools.

SPECIAL REGULATIONS FOR FIFTH CLASSES.

I. *Minimum Requirements.*

14. A Fifth Form which complies with the following conditions shall be entitled to a share of the Legislative Grant to Continuation Schools and Fifth Classes in accordance with the following regulations:

(1) The Fifth Class shall be situated in a municipality or school section in which there is no High School.

(2) (*a*) The course of study shall be that prescribed for the Fifth Form of the Public Schools, of which the following subjects are obligatory:

Reading, Literature, Grammar, Composition, History, Geography, Writing, Arithmetic and Mensuration, Art, and Elementary Science.

Note.—No class text-books are to be used by the pupils in either Art work or Elementary Science. A manual will be issued by the Department of Education to direct and assist the teacher in dealing with these subjects. Suitable reference books should be provided in the library for the pupils.

(*b*) From the other subjects of the Fifth Form and the subjects of the High School Middle School, the Board of Trustees may select, with the concurrence of the Inspector of Continuation Schools, on the recommendation of the Public or Separate School Inspector, as the case may be, such subjects or such parts of the courses therein as may, in its judgment, suit the requirements of the locality. (See Regulation 18 of 1904).

Note 1.—Notice of the proposed Middle School course shall be sent by the Principal to the Inspector of Public or Separate Schools concerned, before the classes in such work are organized, with particulars as to the special equipment, and the special qualifications of the teacher for such work, and also of the said Middle School work proposed and the provision therefor in the time-table of the school.

Note 2.—Fifth Classes which take up Middle School work will be inspected by the Inspector of Continuation Schools. No Legislative Grant will be paid unless the provision for Forms I.-V. of the Public School course as well as for the Middle School Classes is satisfactory. *Schools shall not be allowed to take up work for which the provision is inadequate or to sacrifice the interests of the regular classes of the Public School.*

(3) At least an average daily attendance of two pupils who have been admitted in accordance with the provisions for admission to the High Schools.

Note—As provided by *The Public Schools Act* (section 8 (3) above), such other pupils may be admitted to the class as, on the recommendation of the Principal, are considered qualified by the Inspector, but their attendance shall not be counted in making up the prescribed average. Under this arrangement, such pupils may attend all or some of the classes for a few months in the winter.

(4) A teacher with at least a permanent Provincial Second Class certificate.

(5) Special equipment of at least the following minimum values:

Library, $50; Scientific Apparatus, $50; Maps and Charts, $15; Drawing Models and Art supplies, $15.

II. *Apportionment of the Legislative Grant.*

15. In addition to the General and the Special Legislative Grants to Public Schools, Rural and Urban Fifth Classes which comply with the foregoing minimum conditions shall receive their share of the Legislative Grant to Continuation Schools and Fifth Classes, apportioned on the following bases:

(1) *Fixed Grants.*

(*a*) A fixed grant of $20 where there is a staff of at least two teachers, the principal giving instruction to not more than the pupils of the fourth and higher classes;

(*b*) A fixed grant of $15 where there is a staff of at least two teachers, the principal giving instruction to not more than the pupils of the third, fourth and higher classes; and

(*c*) A fixed grant of $10 in the case of other fifth classes which have complied with the minimum requirements set forth in Regulation 14 above.

(2) *On the Value of the Special Equipment.*

10 per cent. on the approved value, the maximum value recognized being as follows:

Library, $200; Scientific Apparatus, $200; Maps, Charts, and Tellurian, $50; Drawing Models and Art supplies, $50.

Note.—In the case of a Fifth Class which has been in successful operation under the present regulations, but which, owing to unavoidable causes, the Board of Trustees has been unable to maintain in any one year, the percentage on the value of the equipment may be paid by the Minister, on the recommendation of the Inspector concerned.

(3) *On Salaries.*

(*a*) When the principal gives instruction to not more than the pupils of the Fourth Form and higher classes, the Legislative Grant on Teachers' Salaries shall be apportioned on the following bases:

For Rural Schools.

10 per cent. of the excess of the principal's salary over $300 in addition to the 40 per cent. from the general and special Legislative Grants to rural Public and Separate Schools. Maximum Grant, $30.

For Urban Schools.

30 per cent. of the excess of the principal's salary over $400 in addition to the 40 per cent. from the general and special Legislative Grants to rural Public and Separate Schools. Maximum Grant, $60.

For Urban and Rural Schools.

30 per cent. of the excess of the principal's salary over $600. Maximum Grant, $120.

(*b*) In the case of other fifth classes, the Legislative Grant on Teachers' Salaries shall be apportioned on the following bases:

For Rural Schools.

5 per cent. of the excess of the teacher's salary over $300 in addition to the 40 per cent. from the general and special Legislative Grants to rural Public and Separate Schools. Maximum Grant, $15.

For Urban Schools.

25 per cent. of the excess of the teacher's salary over $400. Maximum Grant, $50.

Note.—The Grants on salaries provided under Regulation 15 (3), (*b*) preceding are less than those provided under Regulation 15 (3) (*a*) preceding, because in the former case there may be only one teacher and the amount of time to be given to the fifth class work is less than half.

For Urban and Rural Schools.

30 per cent. of the excess of the teacher's salary over $600. Maximum grant $60.

(4) *On the Grade of the Teachers' Certificates.*

In addition to the Legislative apportionment to rural and urban Public and Separate schools on the grade of the teacher's certificate and the length of his successful experience, the following additional sums shall be paid:

(*a*) $20 in the case of a teacher who, in addition to at least a permanent Provincial Second Class certificate, holds a Degree in Arts from a British University.

(*b*) $40 in the case of a teacher who, in addition to at least a permanent Provincial Second Class certificate, holds the academic qualifications of a High School specialist or a Degree in Arts from a British University, with at least second class honours (67 per cent.) in a department recognized by the Minister of Education.

(*c*) When the teacher has taught during the preceding year with the certificate specified in (*a*) or (*b*) above for less than the year but for at least a term, half of the above grant shall be paid in each case.

(*d*) The status and the competency of the teacher shall in each case be attested by the Inspector of Continuation, Public, or Separate Schools as the case may be.

THE DISTRICTS.

GENERAL REGULATIONS FOR BOTH CONTINUATION SCHOOLS AND FIFTH CLASSES.

18. The yearly apportionment by the Minister of Education of the Legislative Grant to each Continuation School and Fifth Class in the Districts shall be twice the total of the sums apportioned on the different bases set forth above in the case of each grade in the organized counties.

Note.—No county equivalent is available in the districts.